



## Utah Division of Air Quality

# OPERATING PERMIT APPLICATION COMPLETENESS CHECKLIST

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TO BE COMPLETED BY REVIEW ENGINEER WITHIN 60 DAYS OF RECEIPT OF THE APPLICATION. CRITERIA DERIVED FROM R307-415-5, UTAH ADMINISTRATIVE CODE (UAC). ANY NEGATIVE RESPONSE WILL CAUSE APPLICATION TO BE DEEMED ADMINISTRATIVELY INCOMPLETE IN ACCORDANCE WITH R307-415-5a(2), UAC. ALL REFERENCES ARE TO THE UAC EXCEPT AS NOTED.

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1. Source Identification Information. [R307-415-5c(1)]

Name, address, and telephone number (w/area code) of:

- |                                       |               |
|---------------------------------------|---------------|
| A. Company submitting application.    | Y Q N Q       |
| B. Plant manager and/or contact.      | Y Q N Q       |
| C. Plant (if different from Company). | Y Q N Q N/A Q |
| D. Company owner and agent.           | Y Q N Q       |

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Description of Source Process. [R307-415-5c(1)]

- |  |         |
|--|---------|
| A. SIC Code(s)                                     | Y Q N Q |
| B. Description of processes involved: (Appendix C) | Y Q N Q |
| C. Description of product(s): (Appendix C)         | Y Q N Q |

Comments: \_\_\_\_\_  
\_\_\_\_\_  
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3. Emissions Related Information. [R307-415-5c(3)]

- |  |               |
|--|---------------|
| A. Is there other information available required by any applicable requirement, such as: [R307-415-5c(3)(9)] |               |
| 1. Location of emission units (Appendix A)   | Y Q N Q N/A Q |
| 2. Building dimensions (Appendix A)  | Y Q N Q N/A Q |



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|---|---------------|
| 3. Stack parameters (height, diameter, plume, temperature, etc. (Appendix A)  | Y Q N Q N/A Q |
| 4. Flow rates (Appendix B)  | Y Q N Q N/A Q |
| B. Is information available on the following, to the extent it is needed, to determine or regulate emissions: [R307-415-5c(3)(d)] (Appendix C)  |               |
| 1. Fuels  | Y Q N Q N/A Q |
| 2. Fuel use   | Y Q N Q N/A Q |
| 3. Raw material(s)  | Y Q N Q N/A Q |
| 4. Production Rates   | Y Q N Q N/A Q |
| 5. Operational schedule, including daily and seasonal variations, associated with each emission unit.   | Y Q N Q N/A Q |
| C. Does the application describe all potential emissions of air pollutants for which the source is major? [R307-415-5c(3)(a)] (Appendix D)  | Y Q N Q       |
| D. Does the application describe all potential emissions for regulated air pollutants? [R307-415-5c(3)(a)] (Appendix D)   | Y Q N Q N/A Q |
| E. Does the application describe all potential emissions for hazardous air pollutants? [R307-415-5c(3)(a)] (Appendix D)   | Y Q N Q N/A Q |
| F. Does the application contain additional information related to the emissions of air pollutants sufficient to verify which requirements are applicable to the source and necessary to collect any permit fees? [R307-415-5c(3)(a)] (Appendix D) | Y Q N Q       |
| G. Does the application identify and describe all emission points in sufficient detail to establish the basis for fees and applicability of applicable requirements? [R307-415-5c(3)(b)] (Appendices A and D)                                     | Y Q N Q       |
| H. Are emission rates listed in units of tons per year and in such terms as are necessary to establish compliance consistent with the applicable standard reference test method? [R307-415-5c(3)(c)] (Appendix D)                                 | Y Q N Q       |
| I. For regulated or hazardous air pollutants, are there any limitations on source operations affecting: [R307-415-5c(3)(f)] (Appendix D)  |               |
| 1. Emissions  | Y Q N Q N/A Q |



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2. Any work practice standards Y Q N Q N/A Q

J. Does the application include calculations on which emissions-related information are based? [R307-415-5c(3)(h)] (Appendix D) Y Q N Q N/A Q

K. Is there a list of insignificant emissions units or activities exempted from complete description because of size or production rate? [R307-415-5c(3)(i)] (Appendix E) Y Q N Q N/A Q

L. Does the application identify and describe control equipment ? [R307-415-5c(3)(e)] (Appendix F) Y Q N Q

Comments: \_\_\_\_\_  
\_\_\_\_\_  
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### 4. Monitoring Requirements.

A. Does the application identify and describe compliance monitoring devices or activities? [R307-415-5c(3)(e)] (Appendix G) Y Q N Q

B. Does the application contain a description of, or reference to, any applicable test method for determining compliance with each applicable requirement ? [R307-415-5c(4)(b)] (Appendix G) Y Q N Q

Comments: \_\_\_\_\_  
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### 5. Applicable Requirements.

A. Does the application cite and describe all applicable requirements, to include but not limited to: SIP, HAP, NSPS, PSD, & NSR? [R307-415-5c(4)(a)] (Appendix H) Y Q N Q

B. Is other specific information that may be necessary to implement and enforce applicable requirements or to determine the applicability of such requirements included in the application? [R307-415-5c(5)] Y Q N Q N/A Q

C. Is there an explanation for any proposed exemptions from otherwise applicable requirements? [R307-415-5c(6)] (Appendix I) Y Q N Q N/A Q



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Comments: \_\_\_\_\_  
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### 6. Other Information Requirements.

Is all additional information necessary to define the permit terms and conditions for the following included in the application [R307-415-5c(7)]?

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|--|---------------|
| A. Alternative operating scenarios [R307-415-6a(9)]                            | Y Q N Q N/A Q |
| B. Trading of emissions increases and decreases [R307-415-6a(10)] (Appendix J) | Y Q N Q N/A Q |

Comments: \_\_\_\_\_  
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### 7. Compliance Plan. (Appendix K)

Does the application include a compliance plan with all of the following:

- |   |               |
|---|---------------|
| A. Description of the compliance status of the source with respect to all applicable requirements? [R307-415-5c(8)(a)]  | Y Q N Q       |
| B. For applicable requirements with which the source is in compliance, a statement that the source will continue to comply with such requirements? [R307-415-5c(8)(b)(i)]   | Y Q N Q N/A Q |
| C. For applicable requirements that will become effective during the permit term, a statement that the source will meet such requirements on a timely basis? [R307-415-5c(8)(b)(ii)]                                | Y Q N Q       |
| D. For requirements for which the source is not in compliance at the time of permit application, a narrative description of how the source will achieve compliance with such requirements? [R307-415-5c(8)(b)(iii)] | Y Q N Q N/A Q |

Comments: \_\_\_\_\_  
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### 8. Compliance Schedule. (Appendix K)

Does the application include a compliance schedule which includes the following:

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|---|---------------|
| A. For applicable requirements with which the source is in compliance, a statement that the source will continue to comply with such requirements ?<br>[R307-415-5c(8)(c)(i)]   | Y Q N Q N/A Q |
| B. For applicable requirements that will become effective during the permit term, a statement that the source will meet such requirements on a timely basis?<br>[R307-415-5c(8)(c)(ii)]   | Y Q N Q       |
| C. A schedule of compliance for sources that are not in compliance with all applicable requirements at the time of permit issuance which includes the following: [R307-415-5c(8)(c)(iii)]   |               |
| 1. A schedule of remedial measures?   | Y Q N Q N/A Q |
| 2. Enforceable sequence of actions with milestones leading to compliance?   | Y Q N Q N/A Q |
| 3. Resemble and at least as stringent as that contained in any judicial consent decree or administrative order to which the source is subject?  | Y Q N Q N/A Q |
| D. Does the application include a schedule for submission of certified progress reports no less frequently than every 6 months for sources required to have a schedule of compliance to remedy a violation? [R307-415-5c(8)(d)]   | Y Q N Q N/A Q |
| E. If the source is an "affected source" under the acid rain portion of the act, are the requirements of the compliance plan included in the acid rain portion of a compliance plan for the source, except as specifically superseded by regulations promulgated under title IV of the Act? [R307-415-5c(8)(e)] | Y Q N Q N/A Q |

Comments: \_\_\_\_\_  
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### 9. Certification of Compliance. (Appendix K)

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|--|---------|
| A. Is there a certification of compliance with all applicable requirements and the truth, accuracy, and completeness of the application based on information and belief formed after reasonable inquiry, signed by a responsible official?<br>[R307-415-5c(9)(a)] <i>(This is not the same as the certification of the application! Two certifications are required for the app to be complete.)</i> | Y Q N Q |
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B. Does the application include a statement of the methods used for determining compliance, to include the following: [R307-415-5c(9)(b)]

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|-------------------------------|---------------|
| 1. description of monitoring? | Y Q N Q N/A Q |
| 2. recordkeeping?             | Y Q N Q N/A Q |
| 3. reporting requirements?    | Y Q N Q N/A Q |
| 4. test methods?              | Y Q N Q N/A Q |

C. Does the application include a schedule for submission of compliance certifications during the permit term, to be submitted annually, or more frequently if specified by the underlying applicable requirement or by the Executive Secretary? [R307-415-5c(9)(c)]

Y Q N Q

D. Does the application include a statement indicating the source's compliance status with any applicable enhanced monitoring and compliance certification requirements of the act? [R307-415-5c(9)(d)]

Y Q N Q N/A Q

Comments: \_\_\_\_\_  
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- |  |               |
|--|---------------|
| 10. Does the application use nationally-standardized forms for acid rain portions of the application and compliance plan? [R307-415-5c(10)]  | Y Q N Q N/A Q |
| 11. Is the application form certified by a responsible official stating that based on information and belief formed after reasonable inquiry, the statements and information in the document are true, accurate, and complete? [R307-415-5d] | Y Q N Q       |